

# ADMINISTRATION COMMITTEE

## AGENDA

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PAGE #      ACTIONS

1.0      **CALL TO ORDER**

2.0      **PUBLIC COMMENT PERIOD** -- Members of the public desiring to speak on an agenda item or agenda items not on the agenda, but within the purview of this committee, must notify the Secretary and fill out a speaker's card prior to speaking. Comments will be limited to three minutes. The Chair may limit the total time for comments to twenty (20) minutes.

3.0      **ELECTION OF CHAIR & VICE-CHAIR**

4.0      **CONSENT CALENDAR**

3.1      **Approval Items**

- 3.1.1      Minutes of the May 2, 2002      198  
                 Meeting  
                 **Admin. Attachment**

**Recommended Action:** Approve

- 3.1.2      Contracts **RC Attachment**      11  
  
                 New Contracts  
                 • SK Metro      13  
                 • Jack Fauceet Associates      15  
                 • Meyer Mohaddes Associates, Inc.      17

- 3.1.3      Authorization of Subcommittee and      19  
                 Task Forces for FY 2002-2003  
                 **RC Attachment**

**Recommended Action:** Approve

- 3.1.4      SCAG sponsoring the 2002 Western      26  
                 IPG Conference **RC Attachment**

**Recommended Action:** Approve  
\$5,000 SCAG contribution.

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### Approval Items Consent Calendar – Cont'd

- 3.1.5 Sponsorship of California Legacy  
Project Regional Diversity Workshop 28  
**RC Attachment**

**Recommended Action:** Approve \$1,000  
From planning funds.

- 3.1.6 Grant Application to Caltrans Division  
For Environmental Justice 34  
**RC Attachment**

**Recommended Action:** Approve grant  
application in the amount of \$300,000.

### 3.2 Receive & File

- 3.2.1 SCAG Legislative Matrix 2001-2002  
Session 51  
**RC Attachment**

- 3.2.2 Contracts/Purchase Orders \$5,000-\$25,000  
(Info Only) 59  
**RC Attachment**

- California State University Long Beach
- The Center for Organization Effectiveness
- Govplace
- SAS Institute
- Coalition of America's Gateway & Transit  
Corridors

- 3.2.3 Conflict of Interest Listing  
(Info Only) 61  
**RC Attachment**

- 3.2.4 Information on the 2002 Legislative  
Briefing 63  
**RC Attachment**

- 3.2.5 Fee Service Work 66  
**RC Attachment**

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			PAGE #	ACTIONS
4.0	<b><u>ACTION ITEMS</u></b>			
4.1	<b><u>Administration Committee Report</u></b>	<b>Chair</b>		
4.1.1	<u>Final Fiscal Year 2002-2003 Overall Work Program &amp; Budget Mailed Separately</u>	<b>Bert Becker Chief Financial Officer</b>	67	
	<b>Recommended Action:</b> Approve			
4.1.2	<u>Increase SCAG's Line of Credit Admin. Attachment</u>	<b>Bert Becker Chief Financial Officer</b>	68	
	<b>Recommended Action:</b> Approve increase of SCAG's line of credit to \$5 million.			
4.1.3	<u>Proposed Work Plan for Web Enhancements</u> <b>Admin. Attachment</b>	<b>Huasha Liu Manager of Planning Data &amp; Forecast</b>	79	
	Staff has prepared a proposed work Plan for improving SCAG's Web site.			
	<b>Recommended Action:</b> Approve Work Plan only.			
4.1.4	<u>U.S. Mexico Trade Transportation &amp; Economic Summit</u> <b>RC Attachment</b>		84	
	<b>Recommended Action:</b> Approve new proposal including Cabazon contribution and international travel.			



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			PAGE #	ACTIONS
5.0	<b><u>INFORMATION ITEMS</u></b>			
5.1	<u>Monthly Financial Report</u> <b>RC Attachment</b>	<b>Bert Becker</b> <b>Chief Financial</b> <b>Officer</b>	165	
	The CFO provides a report that reflects financial status and cash flow, General Fund Expenditure status and, on a quarterly basis a report on membership dues.			
5.2	<u>Update on Caltrans Audit</u>	<b>Bert Becker</b> <b>Chief Financial</b> <b>Officer</b>		
5.3	<u>Southern California Metropolitan Area</u> <u>2001 Certification Review Findings</u> <b>Admin. Attachment</b>	<b>Bert Becker</b> <b>Chief Financial</b> <b>Officer</b>	178	
6.0	<b><u>COMMENT PERIOD</u></b>			
	Any Administration Committee member or staff desiring to comment on items not covered on the Agenda and may do so at this time comments should be limited to three minutes.			
7.0	<b><u>ADJOURNMENT</u></b>			
	The next Administration Committee meeting scheduled for July will be determined at the June meeting.			

